



DEPARTMENT OF THE ARMY
HEADQUARTERS, XVIII AIRBORNE CORPS AND FORT BRAGG
2175 REILLY ROAD, STOP A
FORT BRAGG, NORTH CAROLINA 28310-5000

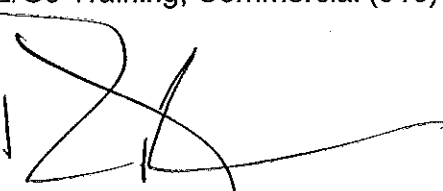
AFBG-MSE-OP

MEMORANDUM FOR SEE DISTRIBUTION

4 SEP 2013

SUBJECT: XVIII Airborne Corps 2013 (FY14) Holiday Schedule, Change 1

1. XVIII Airborne Corps will operate on a half-day schedule from 16-20 December, 24 December, 26-27 December, 31 December 2013, and 2 January 2014. Designated 3-day training holidays is 21-23 December and 28-30 December 2013. The federal holiday for Christmas and New Year's Day will be observed on 25 December 2013 and 1 January 2014. Payday activities will be observed 3 January 2014.
2. Duty Day. During the half-day schedule, the standard duty day begins at 0900 and ends at 1200. No training will be scheduled prior to 0900 nor after 1200. Physical training will be an individual responsibility; however O6-level commanders have the discretion to schedule organized physical training during the times of 0630-0900 hours during the half-day holiday schedule to enhance their ready and resilient campaigns. Normal training, staff coordination, mission support, and readiness activities will be completed by 1200 daily. Leaders at all levels are expected to personally observe and enforce this schedule. Without exception, units will not implement a "day on, day off" schedule as an alternative.
3. When mission requirements dictate, commanders may direct mission essential Soldiers to work beyond the established hours. However, these personnel will be duly compensated. In general, after 1200 only staff duty personnel should remain in unit headquarters buildings.
4. Commanders should provide maximum opportunity for both Soldiers and Civilians to enjoy the holidays with their Families and friends. Civilian employees are encouraged to participate in the training holidays and half-day holiday schedule. Supervisors should approve appropriate requests for annual and compensatory leave accordingly.
5. Point of contact is Mr. Lofton, Corps MSE/G3 Training, Commercial (910) 643-0247 or email eric.l.lofton.civ@mail.mil.


ROBERT D. MORSCHAUSER
COL, GS
Chief of Staff

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fiscal Year 2014 (FY14) Corps Compensatory Time Management Plan,
Change 1

1. This plan projects federal holidays, Corps holidays, training holidays, pay day activities and half-day schedules in order to systematically program scheduled exercises or events around the compensatory time management plan.

2. Exceptions to this plan will be made on a case-by-case basis and should be submitted to the ACoFS, G3 for approval.

a. October 2013

- | | |
|--------------------------|-------------------------------------|
| (1) Pay Day Activities | 4 October (Fri) |
| (2) Columbus Day | 11-14 October (Fri-Mon) |
| (3) Halloween Activities | 31 October (Thu/1500 Early Release) |

b. November 2013

- | | |
|--------------------------|----------------------------------|
| (1) Pay Day Activities | 1 November (Fri) |
| (2) Veteran's Day | 8-11 November (Fri-Mon) |
| (3) Thanksgiving Holiday | 28 November-1 December (Thu-Sun) |

c. December 2013

- | | |
|-------------------------------|--------------------------|
| (1) Pay Day Activities | 6 December (Fri) |
| (2) Half-Day Holiday Schedule | 16-20 December (Mon-Fri) |
| (3) Corps Training Holiday | 21-23 December (Sat-Mon) |
| (4) Half-Day Holiday Schedule | 24 December (Tue) |
| (5) Christmas Holiday | 25 December (Wed) |
| (6) Half-Day Holiday Schedule | 26-27 December (Thu-Fri) |
| (7) Corps Training Holiday | 28-30 December (Sat-Mon) |
| (8) Half-Day Holiday Schedule | 31 December (Tue) |

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SUBJECT: Fiscal Year 2014 (FY14) Corps Compensatory Time Management Plan,
Change 1

- d. January 2014
 - (1) New Year's Day 1 January (Wed)
 - (2) Half-Day Holiday Schedule 2 January (Thu)
 - (3) Pay Day Activities 3 January (Fri)
 - (4) Martin Luther King, Jr. Holiday 17-20 January (Fri-Mon)
- e. February 2014
 - (1) Post-Super Bowl 3 February (Mon/0900 work call)
 - (2) Pay Day Activities 7 February (Fri)
 - (3) President's Day 14-17 February (Fri-Mon)
- f. March 2014
 - (1) Pay Day Activities 7 March (Fri)
 - (2) Corps Training Holiday 15-17 March (Fri-Mon)
- g. April 2014
 - (1) Pay Day Activities 4 April (Fri)
 - (2) Easter Holiday 18-21 April (Fri-Mon)
- h. May 2014
 - (1) Pay Day Activities 2 May (Fri)
 - (2) Corps Training Holiday 9-11 May (Fri-Sun)
 - (3) Memorial Day Holiday 23-26 May (Fri-Mon)
- i. June 2014
 - (1) Pay Day Activities 6 June (Fri)
 - (2) Army Birthday Holiday 13-15 June (Fri-Sun)
- j. July 2014
 - (1) Pay Day Activities 2 July (Wed)
 - (2) Independence Day Holiday 3-6 July (Thurs-Sun)
- k. August 2014
 - (1) Corps Training Holiday 1-4 August (Fri-Mon)
 - (2) Pay Day Activities 8 August (Fri)
 - (3) First Day of School 25 August (Mon/0900 work call)
- l. September 2014
 - (1) Labor Day Holiday 29 August-1 September (Fri-Mon)
 - (2) Pay Day Activities 5 September (Fri)